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BOSTON FIRE DEPARTMENT

GUIDE BOOK
for
NEW APPOINTEES



JOHN I. FITZGERALD,

Fire Commissioner

Prepared and Edited by

FIRE COMMISSIONER WILLIAM ARTHUR REILLY

City of Boston - Fire Department,
60 District Street, Boston 13, Mass.

(APRIL, 1945)

IT IS PART OF YOUR JOB TO HELP PREVENT FIRES

The "Big Four" causes of fire in Boston are:—

1. Careless disposal of lighted cigars, cigarettes and matches (indoors and outdoors).
- 2.. Accumulated rubbish (indoors and outdoors).
3. Unclean or defective heating units (including chimneys).
4. Defective electric equipment and wiring.

The above causes account for over 80 per cent of the fires which take place in our city.

Wherever you see conditions which should be remedied, report them to your Company Officer for transmission to the Fire Prevention Division, if necessary.

If you, as a fireman, do not take notice of fire hazards wherever you see them, others certainly cannot be expected to do so.

POINTS OF ORIGIN OF FIRES IN BOSTON

One third of all fires in buildings originate in the basement.

One third of all fires in buildings originate on the first floor.

BOSTON FIRE DEPARTMENT

GUIDE BOOK
for
NEW APPOINTEES



Prepared and Edited by
FIRE COMMISSIONER WILLIAM ARTHUR REILLY

(APRIL, 1945)

Your Name.....Badge No.....

Address.....

Date of Appointment.....

Rank.....

Previous Occupation.....

First Assignment to: (Company No.).....

Names of Company Officers.....

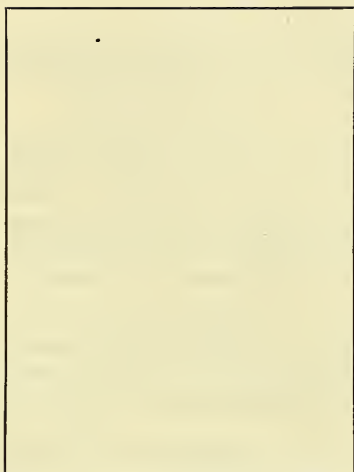
First Response:— To Alarm.....

Location.....

Description of First Fire.....

KEEP THIS BOOKLET AS A SOUVENIR OF YOUR FIRST DAYS IN THE
BOSTON FIRE DEPARTMENT

Your family will find it interesting, and it may become useful to them
if you become disabled.



Photograph taken at Fire Headquarters at time of
appointment.

Height.....Weight.....

WELCOME TO NEW APPOINTEES TO THE BOSTON FIRE DEPARTMENT

This is not a rule book. It is simply a manual of information prepared by the Fire Commissioner to help you to get acquainted with the fundamental routines of the Boston Fire Department.

Being the first document of its kind, this booklet may be found lacking in some items. However, future editions will contain any other information observed to be useful in addition to the points contained herein.

Our reputation as a fire fighting organization has been established by those who have worked in the ranks, and by leaders who have come from the ranks. Now it's up to you to share the responsibility of maintaining this reputation. If we are praised or criticized it is usually because someone has done his work well or has fallen down on the job. In some instances the public may judge the whole department by the individual acts of one employee.

You will be given every possible encouragement to take an interest in your work. An attractive salary, reasonable hours of employment, comfortable working conditions, suitable equipment, generous vacation, liberal annuity and pension provisions, and security of employment make your job a desirable one.

By study and conscientious work you can become eligible for promotion, and you can secure advancement without special outside influence being required. Older employees will testify to this fact.

Therefore, with the presentation of this booklet goes the hope that your career in the fire service may be a long and happy one.

WILLIAM ARTHUR REILLY,
Fire Commissioner.

April 2, 1945.

Keep this book as a souvenir of your appointment and as a convenient reference manual for those at home who may have occasion to deal with the Fire Department in the event of your becoming incapacitated for any reason.

SECTION I

LOCATION OF FIRE COMPANIES

JOB CLASSIFICATIONS

UNIFORMS

SALARY SCHEDULE

HOURS OF EMPLOYMENT

VACATIONS

SPECIAL ASSIGNMENTS

RESIDENCE RULE

LOCATION OF COMPANIES AND FIRE STATIONS

Headquarters.....	60 Bristol Street, Boston
Maintenance Division.....	70 Bristol Street, Boston
Fire Alarm Headquarters.....	59 Fenway, Boston
Fire Alarm Shop.....	11 Wareham Street, Boston
Paint Shop.....	407 Dudley Street, Roxbury
High Pressure 1.....	175 Kneeland Street, Boston
High Pressure 2.....	560 Atlantic Avenue, Boston

Head- quarters	COMPANY	Dis- trict	Divi- sion	Address
D. C.	Engine 1 (With Ladder 5)	6	2	119 Dorchester St., So. Boston
	Engine 2 (With Ladder 19)	6	2	700 E. Fourth St., So. Boston
	Engine 3 (With Ladder 3)	7	2	618 Harrison Ave., Boston
D. C.	Engine 4 (With Engine 6, Ladder 1, Ladder 24, Rescue 3, Tower 1)	4	1	Bowdoin Sq., Boston
D. C.	Engine 5 (With Ladder 31)	1	1	354 Saratoga St., E. Boston
D. C.	Engine 6 (With Engine 4, Ladder 1, Ladder 24, Rescue 3, Tower 1)	4	1	Bowdoin Sq., Boston
D. C.	Engine 7	5	1	7 East St., Boston
	Engine 8	4	1	133 Salem St., Boston
	Engine 9 (With Ladder 2)	1	1	60 Paris St., E. Boston
	Engine 10	4	1	60 River St., Boston
	Engine 11 (With Ladder 21)	1	1	761 Saratoga St., E. Boston
D. C.	Engine 12 (With Ladder 4)	9	3	198 Dudley St., Roxbury
	Engine 13 (With Ladder 12)	8	2	1046 Tremont St., Roxbury
	Engine 14 (With Rescue 2)	8	2	27 Centre St., Roxbury
	Engine 15	6	2	109 Dorchester Ave., So. Boston
	Engine 16	14	3	2 Temple St., Dorchester
D. C.	Engine 17 (With Ladder 7)	10	3	Parish St., Dorchester
	Engine 18	10	3	30 Harvard St., Dorchester
	Engine 19 (With Ladder 6)	15	3	128 Babson St., Dorchester

(D. C.)—District Chief

(X)—Deputy Chief

LOCATION OF COMPANIES AND FIRE STATIONS—Continued

Head-quarters	COMPANY	District	Division	Address
D. C. X	Engine 20	14	3	32 Walnut St., Dorchester
	Engine 21	10	3	641 Columbia Rd., Dorchester
	Engine 22 (With Ladder 13)	7	2	70 Warren Ave., Boston
	Engine 23	9	3	84 Northampton St., Roxbury
	Engine 24	9	3	434 Warren St., Roxbury
X	Engine 25 (With Ladder 8)	5	1	Fort Hill Sq., Boston
	Engine 26 (With Engine 35, Rescue 1, Tower 2)	5	1	194 Broadway, Boston
	Engine 27 (With Ladder 9)	2	1	333 Main St., Charlestown
D. C.	Engine 28 (With Ladder 10)	12	3	659 Centre St., Jamaica Plain
	Engine 29 (With Ladder 11)	11	2	138 Chestnut Hill Ave., Brighton
	Engine 30 (With Ladder 25)	13	3	1940 Centre St., W. Roxbury
D. C.	Engine 31 — (Fireboat)	4	1	531 Commercial St., Boston
	Engine 32	2	1	440 Bunker Hill St., Charlestown
	Engine 33 (With Ladder 15)	7	2	941 Boylston St., Boston
	Engine 34	11	2	444 Western Ave., Brighton
	Engine 35 (With Engine 26, Rescue 1, Tower 2)	5	1	194 Broadway, Boston
	Engine 36 (With Ladder 22)	2	1	44 Monument St., Charlestown
	Engine 37 (With Ladder 26)	8	2	560 Huntington Ave., Boston
	Engine 38 (With Engine 39)	6	2	344 Congress St., Boston
	Engine 39 (With Engine 38)	6	2	344 Congress St., Boston
	Engine 40	1	1	260 Sumner St., E. Boston
D. C.	Engine 41 (With Ladder 14)	11	2	16 Harvard Ave., Brighton
	Engine 42 (With Ladder 30)	12	3	3089 Washington St., Jamaica Plain
	Engine 43 (With Ladder 20)	6	2	5 Boston St., So. Boston
D. C.	Engine 44 — (Fireboat)	5	1	18 Northern Ave., Boston
	Engine 45 (With Ladder 16)	13	3	4246 Washington St., Roslindale

(D. C.)—District Chief

(X)—Deputy Chief

LOCATION OF COMPANIES AND FIRE STATIONS—Continued

Head-quarters	COMPANY	District	Division	Address
D. C.	Engine 46 (With Ladder 27)	14	3	1884 Dorchester Ave., Dorchester
	Engine 47 — (Fireboat)	1	1	120 Lewis St., E. Boston
D. C.	Engine 48 (With Ladder 28)	15	3	30 Winthrop St., Hyde Park
	Engine 49	15	3	209 Neponset Valley Parkway, Hyde Park
D. C.	Engine 50	2	1	34 Winthrop St., Charlestown
	Engine 51	11	2	425 Faneuil St., Brighton
	Engine 52 (With Ladder 29)	14	3	120 Callender St., Dorchester
	Engine 53	12	3	16 Walk Hill St., Jamaica Plain
D. C.	Ladder 1 (With Ladder 24, Engine 4, Engine 6, Rescue 3, Tower 1)	4	1	Bowdoin Sq., Boston
	Ladder 2 (With Engine 9)	1	1	60 Paris St., E. Boston
	Ladder 3 (With Engine 3)	7	1	618 Harrison Ave., Boston
D. C.	Ladder 4 (With Engine 12)	9	3	198 Dudley St., Roxbury
D. C.	Ladder 5 (With Engine 1)	6	2	119 Dorchester St., So. Boston
	Ladder 6 (With Engine 19)	15	3	128 Babson St., Dorchester
D. C.	Ladder 7 (With Engine 17)	10	3	Parish St., Dorchester
X	Ladder 8 (with Engine 25)	5	1	Fort Hill Sq., Boston
	Ladder 9 (With Engine 27)	2	1	333 Main St., Charlestown
D. C.	Ladder 10 (With Engine 28)	12	3	659 Centre St., Jamaica Plain
	Ladder 11 (With Engine 29)	11	2	138 Chestnut Hill Ave., Brighton
	Ladder 12 (With Engine 13)	8	2	1046 Tremont St., Roxbury
D. C. X	Ladder 13 (With Engine 22)	7	2	70 Warren Ave., Boston
D. C.	Ladder 14 (With Engine 41)	11	2	16 Harvard Ave., Brighton
	Ladder 15 (With Engine 33)	7	2	941 Boylston St., Boston
D. C.	Ladder 16 (With Engine 45)	13	3	4246 Washington St., Roslindale

(D. C.)— District Chief

(X)— Deputy Chief

LOCATION OF COMPANIES AND FIRE STATIONS—Concluded

Head- quarters	COMPANY	District	Division	Address
	Ladder 17	5	1	157 Harrison Ave., Boston
	Ladder 18	6	2	9 Pittsburgh St., So. Boston
	Ladder 19 (With Engine 2)	6	2	700 E. Fourth St., So. Boston
	Ladder 20 (With Engine 43)	6	2	5 Boston St., So. Boston
	Ladder 21 (With Engine 11)	1	1	761 Saratoga St., E. Boston
	Ladder 22 (With Engine 36)	2	1	44 Monument St., Charlestown
X	Ladder 23	9	3	36 Washington St., Dorchester
D. C.	Ladder 24 (With Ladder 1, Engine 4, Engine 6, Rescue 3, Tower 1)	4	1	Bowdoin Sq., Boston
	Ladder 25 (With Engine 30)	13	3	1940 Centre St., W. Roxbury
D. C.	Ladder 26 (With Engine 37)	8	2	560 Huntington Ave., Roxbury
D. C.	Ladder 27 (With Engine 46)	14	3	1884 Dorchester Ave., Dorchester
D. C.	Ladder 28 (With Engine 48)	15	3	30 Winthrop St., Hyde Park
	Ladder 29 (With Engine 52)	14	3	120 Callender St., Dorchester
	Ladder 30 (With Engine 42)	12	3	3089 Washington St., Roxbury
D. C.	Ladder 31 (With Engine 5)	1	1	360 Saratoga St., E. Boston
	Rescue Companies			
	Rescue 1 (With Engine 26, Engine 35, Tower 2)	5	1	194 Broadway, Boston
	Rescue 2 (With Engine 14)	8	2	27 Centre St., Roxbury
D. C.	Rescue 3 (With Engine 4, Engine 6, Ladder 1, Ladder 24, Tower 1)	4	1	Bowdoin Sq., Boston
	Water Tower Companies			
D. C.	Tower 1 (With Engine 4, Engine 6, Ladder 1, Ladder 24, Rescue 3)	4	1	Bowdoin Sq., Boston
	Tower 2 (With Engine 26, Engine 35, Rescue 1)	5	1	194 Broadway, Boston

(D. C.)—District Chief
(X)—Deputy Chief

ITEMS OF INTEREST TO NEW APPOINTEES TO THE FIRE FIGHTING FORCE

1. JOB CLASSIFICATIONS (PRIVATE)

A. A Provisional Military Substitute Private is required to take the next examination for permanent appointment subsequent to the date of his provisional appointment. If he passes the examination, he then becomes eligible for appointment as a Member on Probation in the department. If he fails to pass the examination, his continued employment in the department depends upon the recommendations of the Civil Service Commission. (See Chapter 491, Acts of 1941; also Paragraph 1, Section 5, Chapter 13, of the Acts of 1942.)

B. A Military Substitute Private is one who is taking the place of a man in the armed services. If the particular man for whom the Military Substitute is serving returns to the department, the Military Substitute must be dropped from the rolls, but he may be re-employed as a Military Substitute for some other man in the service. If the permanent employee for whom a Military Substitute is serving (a) becomes killed in action, or (b) becomes permanently disabled, or (c) does not apply for reinstatement within a year after discharge from military service, the Military Substitute may continue in the position permanently.

C. A Man on Probation is not considered to be a permanent employee until a period of six months has elapsed. Any complaints regarding the conduct of a Man on Probation may be sufficient to prevent permanent employment. At the end of six months a Man on Probation, before being made a permanent member of the department, may be requested to pass an oral examination concerning the fundamental rules of the department. If he does not pass this oral examination; if he does not pass the Drill School course; if charges are preferred against him for any reason by officers of the department; or if his conduct in quarters, or at fires, is such that in the opinion of his officers the new member will not become a suitable or satisfactory employee, the Fire Commissioner has the right to cancel the appointment as permitted by the Civil Service regulations.

D. Members in the Armed Forces: (See Chapter 708, Sections 2 and 3, Acts of 1941.)

- (A) Must apply for reinstatement within one year after discharge from the armed services (if a permanent member of the department).
- (B) Must apply for reinstatement within three months after discharge from the armed services (if appointed from the Civil Service list while absent in the armed services and not having actually worked in the department before entering the armed services).

NOTE: *Seniority rights* date back to the original date of appointment.

Even though we may not have means of knowing that a serviceman reached for appointment on the Civil Service eligible list wants to accept a position in the Fire Department, he will be appointed.

2. UNIFORMS

A. Dress uniforms are furnished to members of the fire fighting force without cost — likewise rubber coats and fire hats, but not rubber boots or overalls. If a member leaves the employ of the Fire Department for any reason, he is required to return his uniform and badge, because it is city property. Meanwhile, he is expected to wear his uniform properly and to keep it clean and pressed at all times. Obviously, a fireman who walks through the streets with his hat on the back of his

head, his coat open and his trousers not pressed, reflects no credit upon the Fire Department. Uniforms are replaced in accordance with the needs of the members of the department and the availability of replacement material.

B. Men on patrol are required to wear the regulation uniform on house patrol between the hours of 8.00 A. M. and 10.00 P. M., with the following exceptions:

(a) If the temperature exceeds 80 degrees, the house patrol may discard the sack coat and cap, in which case the regulation blue shirt, black necktie and either black belt or black suspenders shall be worn, with corporation badge on center of left breast.

(b) In temperatures below freezing point the house patrol may wear the quick-hitch after 8.00 P. M.

Otherwise, overalls are suitable for work clothes while in quarters.

(c) Blue washable slacks (uniform color) are issued to members of the department for use by privates while on patrol, or by officers when in quarters. Use of these slacks saves wear and extends the life of regular uniforms.

3. SALARIES

The salaries received by firemen in the department are as follows:

Provisional Military Substitute Private	}	\$2000-\$2500
Military Substitute Private		
Member on Probation		
Private, Permanent Force		

Deductions from Salaries

The Federal withholding tax required by law is deducted from the salaries of all permanent and temporary employees.

Permanent employees have an additional 4 per cent deducted from their salaries weekly, which is assigned as a contribution to their pensions as required by law. This money is returned to them in the form of pensions in later years.

4. HOURS OF EMPLOYMENT

Below is an example of the tour of duty of one fireman for one week. (NOTE:— Six months after the end of World War II a 70-hour work week is to be installed.)

Monday	— On duty, 8 A. M. to 6 P. M.
Tuesday	— On duty, 8 A. M. to 6 P. M.
Wednesday	— On duty, 8 A. M. to 8 A. M., Thursday
Thursday	— On duty, 6 P. M. to 8 A. M., Friday
Friday	— On duty, 6 P. M. to 8 A. M., Saturday
Saturday	— Off duty, 8 A. M. to 8 A. M., Sunday
Sunday	— On duty, 8 A. M. to 6 P. M.

The partner of a man performing the above tour of duty would work directly opposite this schedule.

Firemen on Call Twenty-Four Hours a Day

Members of the fire fighting force are not permitted to engage in employment outside of the department activities, because:—

(a) A fireman is on call 24 hours a day. For years it has been maintained that an 84-hour work period is excessive and that a shorter work period should be granted to firemen. If men are going to work 84 hours in the Fire Department and then go outside and take other jobs, obviously an 84-hour week is not excessive for fire service, and the need for a shorter work week becomes hard to prove.

5. MEAL HOURS

Each member while serving a 24-hour tour of duty may be allowed one meal period of $1\frac{1}{4}$ hours. A fireman working on a 10 or 14-hour tour is not granted a meal period. These periods are specified in the City Ordinances. Members performing a 24-hour tour of duty on Thanksgiving and Christmas Days are granted one meal period of $2\frac{1}{2}$ hours.

6. VACATIONS

A vacation of fourteen days is granted to members who are appointed before March first each year. Members appointed after March first, and previous to June first, may be granted one week's vacation.

Members entering the armed forces are granted their annual vacation pay upon entering the service, provided they have not already had their vacation during the current year.

Vacations are allotted by a drawing which is held in the department. In order to maintain this system and have it work out satisfactorily, it is necessary that each employee accept the vacation which he draws. If he can arrange to exchange a vacation with another member of his company, that is permissible. However, Chief Officers or the Commissioner will not interfere and change a vacation for any reason, because by doing so the vacation schedule automatically becomes thrown out of order and the strength of companies unnecessarily reduced.

Under existing laws new employees may be required to work thirty-two weeks before being granted a vacation. After employment for that period of time it is required that a vacation be granted to the employee within twelve months. For this reason penalties cannot be assigned to members of the department taking away their vacation or period of their vacation, even though the employee may prefer such a penalty instead of a suspension as the result of some disciplinary finding.

7. GENERAL DISCIPLINE

The nature and tradition of Fire Department operations indicate the necessity of maintaining what borders on being almost military discipline.

At times a private may wish that an officer would extend some special privilege, but his officer himself is bound by strict rules which hold him responsible for the acts of those in his company.

For example, an officer is expected to impress upon privates the necessity for extreme courtesy to the public at all times, a respect for official rank and authority within the department itself, and an understanding that once an order is given it is to be carried out at once without question or debate.

These habits of discipline, supplementing conscientiously conducted company drills, will assure the maintenance of a fire fighting unit of competence and efficiency.

8. SPECIAL ASSIGNMENTS

In addition to instructions received from officers while in quarters, all new members will be detailed as soon as possible to Drill School, where the evolution of fire fighting procedure will be fully explained. Certain men (those on engine companies) will be assigned to attend Pump School, and others to the school for chauffeurs. All men will be given an opportunity to learn telegraphy while in quarters.

Fire Details

Occasionally it may happen that a member may be sent out on a fire detail at once upon reporting for duty. The type of equipment which such a member on detail should take with him will vary according to the instructions of his officer, but usually it includes helmet, wheat light, spanner, and hose belt.

Paid (Private) Details

Likewise, members may be selected for paid details on certain occasions, these details to be assumed during the employee's off time, for which time he receives payment direct from a private

employer. Paid details are rotated among men in the district in which the detail exists, and the usual compensation is \$1.50 per hour for the first two hours, and \$1.00 for each hour thereafter. Regulation uniform should be worn during all paid details.

9. RESIDENCE RULE

Members of the Boston Fire Department are required to live in the City of Boston. That means that their actual domicile and residence should be in the city. If firemen or their wives have accounts at out-of-town grocery stores, at the telephone company, the electric light company or other similar concerns outside of the city — obviously such men are not really residents of Boston, and in case of an emergency it is going to be difficult to locate them. Merely taking a room in some downtown lodging house or with some relative does not constitute residence in Boston as far as the Fire Department is concerned. A member may be legally registered to vote in Boston but, unless he actually lives in the city and takes part in the normal activities of a city dweller in his own neighborhood, he is not a genuine resident of the city. Therefore, when we say that a member should be a resident of the city, we mean *actually a resident of the city* and not a “make-believe” resident through some subterfuge.

10. PROMOTIONS

Permanent Privates are eligible to take the next examination for Lieutenant held subsequent to the date of their receiving permanent appointment (at the end of the six months' probationary period as Members on Probation).

11. DEPARTMENT FORMS USED BY PRIVATES

For Leave of Absence	Form No. 3
Light House Duty	Form No. 3A
Clothing Application	Form No. 23A
Form 5 and 5A for general use. (Pension applications, transfers, etc.)	

12. TRANSFERS

Privates desiring a transfer from one station to another should apply for the transfer desired, using Form 5.

Such papers are routed through department channels to the office of the Chief of Department, who is charged with the responsibility of maintaining the strength of the fire companies throughout the department. Preference is usually given to Senior men, when more than one application is received for the same vacancy (senior in point of service or senior in date of application for transfer).

It should be noted that individual transfers cannot be acted on immediately. A man leaving a station usually must be replaced by another, and as a result transfers are usually made in groups.

SECTION II

RETIREMENT SYSTEM

DEATH BENEFITS

INJURIES

SICKNESS

HOSPITALIZATION

1. THE "25-55" HALF-PAY PENSION

(This Act applies only to firemen who were appointed prior to February 1, 1923, and it is included here merely for information as to what the term "25-55" means.)

CHAPTER 800. AN ACT RELATIVE TO PENSIONING MEMBERS OF THE FIRE DEPARTMENT OF THE CITY OF BOSTON.

Section 1. Any member of the fire department of the City of Boston who has performed service in that department for a period of not less than twenty-five years and who has reached the age of fifty-five years shall, upon his own petition to the fire commissioner, be retired and placed upon the pension roll.

Section 2. The amount of the annual pension or compensation allowed to any member under the provisions of this act shall be one half of the amount of annual compensation received by him at the time of his retirement, the same to be paid by the City of Boston.

Section 3. The provisions of this act shall be in addition to and not in repeal of any act now in force relative to pensioning members of the said department.

Section 4. This act shall take effect upon its acceptance by the city council of the City of Boston. (Approved June 13, 1913.)

2. THE BOSTON RETIREMENT SYSTEM

(This Act applies to city employees appointed after February 1, 1923.)

(For additional information see booklet issued by the Boston Retirement Board, Room 65, City Hall, Boston.)

A. Chapter 521 of the Acts of 1922 created on February 1, 1923, a new system of retirement for employees of the city and county. This new system is known as the Boston Retirement System, and provides for the retirement of those employees of the city and county who grow old in the service, or who are injured in the service, and for aid to the dependents of those killed in the service.

B. Administration

The administration is vested in the Boston Retirement Board, consisting of three persons — the Treasurer of the City of Boston, one person appointed by the Mayor of the City of Boston and one person appointed by the other two members, who shall be a member, or eligible to membership, in the retirement system. The entire cost of administration of the system is borne by the city.

C. Membership

All persons who become employees after February 1, 1923, shall, as a part of their contract of employment, become members of the retirement system and shall receive no other pension or retirement allowance from the City of Boston or County of Suffolk.

D. Expense

Each member contributes 4 per cent of his regular compensation. This contribution is deducted from the employee's salary every pay day. All deductions are based upon regular compensation actually received. Overtime and extra pay are not assessable. A member cannot make up the assessments for a period for which he received no compensation. Contributions are made until the member retires or leaves the service. A separate account is kept by the Retirement Board for each member of the system.

The city makes annual contributions, consisting of a normal contribution and an accumulated liability contribution. The normal contribution covers the liability on account of current services. The accumulated liability contribution covers the liability on account of services rendered before the establishment of the system, and will be discontinued when the liability is liquidated.

E. Refunds

If a member resigns or is discharged from the service before retirement, the total amount of his contributions with 4 per cent compound interest will be returned to him. If a member dies before retirement, the total amount which he has contributed, with compound interest at 4 per cent, will be paid to his legal representative, or to the beneficiary or beneficiaries named in accordance with Chapter 131 of the Acts of 1939.

F. Ordinary Disability

For ordinary disability, due to any cause except an accident occurring during the performance of duty, an employee under age sixty who has completed fifteen years of service in the city or county is granted a retirement allowance which consists of an annuity based on the value of his accumulated deductions and, in addition, a pension equal to nine tenths of the pension which the city would have granted if the employee had remained in service until age sixty without an increase in salary.

G. Accidental Disability

If a member is disabled as the result of an accident occurring in the performance of duty, regardless of age and length of service, he is entitled to a retirement allowance consisting of an annuity based on the value of his accumulated deductions, and, in addition, a pension of such an amount as will, together with the annuity, be equal to three fourths of the annual compensation received by him during the year immediately preceding the date of the accident.

CHAPTER 204. AN ACT RELATIVE TO RETIREMENT ALLOWANCES FOR POLICEMEN AND FIREMEN RETIRED FOR ACCIDENTAL DISABILITY UNDER THE BOSTON RETIREMENT ACT, SO CALLED.

Section 1. Clause (c) of section 14 of Chapter 521 of the Acts of 1922 is hereby amended by adding at the end the following: — provided, that if the employee was a member of the fire fighting force of the fire department or a patrolman in the police department, the amount of such additional pension shall, together with the annuity and pension, be equal to three fourths of the highest annual compensation payable to such employees holding positions in the same grade and classification occupied by him at the time of the accident, — so as to read as follows: —

(c) An additional pension of such an amount as will, together with the annuity and pension, be equal to three fourths of the annual compensation received by him during the year immediately preceding the date of the accident; provided, that if the employee was a member of the fire fighting force of the fire department or a patrolman in the police department, the amount of such additional pension shall, together with the annuity and pension, be equal to three fourths of the highest annual compensation payable to such employees holding positions in the same grade and classification occupied by him at the time of the accident.

Section 2. This act shall apply to the retirement allowances of firemen and policemen retired for accidental disability under the provisions of said chapter 521, as amended, prior to the effective date of this act as well as to those retired therefor after said effective date.

Section 3. This act shall take full effect upon the acceptance by vote of the city council of the City of Boston, approved by the Mayor, but not otherwise.

H. Death in Performance of Duty

Regardless of the length of service, a death benefit will be granted in case a member is killed or dies as a result of an accident occurring in the performance of his duty. This benefit shall consist of his accumulated deductions, which shall be paid to his legal representative, and, in addition, if he has dependents, a pension equal to one half of the annual compensation received by him during the year immediately preceding the date of the accident shall be paid to his widow, or, if he leaves no widow, to his children under age eighteen, or, if he has no children under age eighteen, to his dependent father or mother.

I. Superannuation Retirement

A member reaching the age of sixty may be retired on his own request, or on the request of the head of his department, and at the age of seventy he is automatically retired. Upon retirement, a member receives a retirement allowance which will consist of an annuity based on the value of his accumulated deductions, and, in addition, a pension provided by the city which will be equal to the annuity, but the city's part, or pension, shall not exceed one half of the employee's average salary for the five years immediately preceding retirement. Voluntary retirement cannot take effect on a date prior to the receipt by the Board of the member's written application for retirement. A member should give the head of his department ample notice of his intention to retire. A member should not resign his position in contemplation of retirement until the Retirement Board has declared that he is eligible and has granted retirement.

J. Minimum Retirement Allowance

If a member has been an employee for fifteen or more years, an additional pension allowance is made by the city, if necessary, upon his retirement in order that the total retirement allowance shall not be less than \$480 a year.

K. Annuity

An annuity is an annual payment for life based on the amount of the member's accumulated deductions and calculated upon mortality tables approved by the Retirement Board.

L. Pension

A pension is an annual payment for life derived from contributions made by the city.

All members who enter the service of the city or county after February 1, 1923, will receive a pension which will be equal to the annuity to which they are entitled from their accumulated deductions, with the exception that the pension must not exceed one half the average annual compensation for the five years immediately preceding retirement.

M. Special Privileges on Retirement

Until the first pension payment is made, a retiring member may elect to receive his retirement allowance in any one of the following forms. No option, however, becomes effective in case the member dies within thirty days after the date the application for retirement is filed with the retirement board.

(a) Total amount payable in monthly installments throughout life; all payments ceasing at death.

(b) Option 1.— Reduced payments during life, with the provision that in case of death before such payments have equalled the present value of pension and annuity at date of retirement the balance shall be paid to his estate.

(c) Option 2.— Reduced payments covering two lives, with the provision that at the death of the retired member the same payments shall be continued throughout the life of such other person having an insurable interest in his life as the member shall have designated at the time of his retirement.

(d) Option 3.— Reduced payments covering two lives, with the provision that at the death of the retired member one half of the amount of his benefits shall be continued throughout the life of such other person having an insurable interest in his life as the member shall have designated at the time of his retirement.

N. Workmen's Compensation Law

No rights under the workmen's compensation law are lost by the provisions of this system.

O. Exemption from Taxation

The pensions, annuities and retirement allowance and the accumulated deductions and the cash and securities in the funds created by the act are not subject to executions or attachments by trustee process and are non-assignable.

P. To determine the amount of retirement allowances, see tables contained in booklet published by the Boston Retirement Board, Room 65, City Hall, Boston.

3. DEATH BENEFITS *

Benefits to Families or Beneficiaries of Deceased Firemen

A. Accruing to beneficiaries regardless of the causes of death:

Immediate Aid

(a) \$100 paid to beneficiary upon presentation of certified copy of death certificate to Treasurer of Boston Firemen's Relief Fund.

(b) \$2,000 paid to beneficiary upon presentation of notice of death, attending physician's report, and attending undertaker's report, to be sworn to before a Justice of the Peace, to the Secretary-Treasurer of the Boston Firemen's Mutual Relief Association.

(c) If the deceased was a member in good standing, at the time of his death, of the Massachusetts Permanent Firemen's Benefit Association, and a certified copy of death certificate is presented to the Treasurer of that organization, \$1,000 will be paid to the named beneficiary.

(N.B.—It will expedite payments if the beneficiary is changed during the lifetime of the insured to comply with his desire or to meet with changed conditions.)

(d) If financial conditions warrant, immediate additional aid may be granted by the Directors of the Boston Firemen's Relief Fund.

(e) If the deceased was a member in good standing of the Boston Firemen's Charitable Association, immediate aid may be granted if financial conditions warrant. Contact should be made with the Secretary of this Association.

Subsequent Aid

(a) At the discretion of the Commissioners of the Fund set up by Firemen's Relief Act, a sum of \$2 weekly, paid quarterly, may be granted to children of deceased, conforming to requirements.

(b) Monthly relief in the amounts of \$10, \$15 and \$20 may be granted at the discretion of the Board of Directors of the Boston Firemen's Relief Fund to widows in financial straits.

(c) The Boston Charitable Association will assist financially worthy cases of firemen, former firemen or their families on occasion.

(d) For those members of the Contributory Retirement System who accept a superannuation pension, there are options whereby the pension will be continued to the beneficiaries upon the death of the pensioned member. An option must be selected upon retirement.

B. Death resulting from injuries received or as a result of undergoing a hazard peculiar to his employment while in the performance of his duties:

Annuity under Acts of 1936

(a) \$1,000 to the widow or dependent father, mother and unmarried or widowed sister.

(b) \$200 to each child conforming to requirements.

(c) Changes in family status after death will alter amount allowed.

Beneficiaries of deceased members of the Contributory System may elect to accept a half-pay pension in lieu of the above annuity if resultant benefits are greater.

* This section (A. & B.) taken from a pamphlet published by the Boston Local No. 718, International Association of Fire Fighters, in 1943.

4. INJURY

A. Men injured at fires are permitted to go off duty upon recommendation of the Medical Examiner or Chief of Department, and they may receive, in addition to their regular salary, the amount of from fifty cents to one dollar daily from the Massachusetts State Firemen's Association. The amount is determined by the recommendations of the Commissioners of Firemen's Relief, and the funds for this compensation are provided for by an appropriation from the Commonwealth of Massachusetts. Injured men should report to the Department Medical Examiner weekly or, if unable to do so, they should give notice, so that the Medical Examiner can visit them.

B. Members injured while in outside employment cannot expect to come back to the Fire Department and claim an injury at the very first fire to which they respond and have the City pay full salary during the period of injury or disability, and, likewise, men who have outside jobs cannot do justice to their Fire Department job. Furthermore, due to lack of proper rest they may become seriously injured in the performance of their Fire Department duties.

5. SICKNESS

A. When a member of the department is absent from duty on account of ordinary sickness, and such sickness is certified to by a physician approved by the Commissioner, half-pay for time lost may be allowed, at the discretion of the Commissioner, for not exceeding thirty days in any one year.

B. Men on sick or injured leave should report to the Department Medical Examiner weekly. If unable to report, notice should be given, so that the Medical Examiner can arrange to visit them.

6. HOSPITALIZATION

A. Men injured at fires usually are taken to the City Hospital, where there is no charge made for medical attention (except for special services requested by the patient upon his own responsibility). The Department Medical Examiner verifies the injury as having occurred in the line of duty in such cases.

B. Men taken from fires to private hospitals receive bills for services rendered at the hospital, and application is then made by the injured man to the Boston Firemen's Relief Fund for settlement of the bill.

C. Injured men treated by private physicians should consult the Relief Fund before receiving such treatment, if possible, but in case of emergency such bills may also be submitted to the Relief Fund Trustees for payment in accordance with the scale of fees set up for such purposes.

SECTION III

INFORMATION ABOUT
THE AUXILIARY DIVISIONS
of
THE DEPARTMENT
and a
BRIEF OUTLINE OF WATER SUPPLY SYSTEM

MAINTENANCE DIVISION

Located on Bristol Street at the corner of Albany, the Maintenance Division handles the repair work and supplies for the various department buildings. It also operates a motor vehicle repair shop, with a special squad for night and emergency road service.

A garage for storage of spare equipment and repair work on small motor vehicles is maintained at Blue Hill Avenue.

Various repairs to the three fireboats in the department service are made annually by the general maintenance staff, and operation of the two High Pressure Stations, one located at Kneeland Street, and the other at 560 Atlantic Avenue, is the responsibility of this same unit.

The division is headed by a Superintendent, assisted by a Motor Apparatus Engineer, Engineer in Charge of High Pressure, Supervisor of Building Repairs, Master Hose Repairer, etc. Operating under this staff are numerous mechanics, painters, carpenters, plumbers, steamfitters, blacksmiths (ironworkers), clerks, etc., making an approximate total of 100 employees, mostly civilians.

Members of the uniformed force holding suitable special licenses or qualifications are eligible for assignment to the three fireboats, the two High Pressure Stations, or the Motor Squad. The personnel of these services, although in the Maintenance Division, has been drawn from the regular fire fighting force for many years.

FIREBOATS

The fireboats of the department are as follows:

Fireboat Engine 31	"Angus J. McDonald"
Fireboat Engine 44	"Matthew J. Boyle"
Fireboat Engine 47	"John P. Dowd"

Fireboat crews ordinarily consist of the following uniformed officers and firemen:

- 1 Captain
- 1 Lieutenant
- 2 Masters (Pilots)
- 2 First Engineers
- 2 Second Engineers
- 2 Third Engineers
- 10 Hosemen

Masters and Engineers must hold Federal licenses which are issued by the United States Steamboat Inspection Service.

The first fireboat in Boston was placed in commission January 1, 1873, shortly after the great Boston fire of 1872. It was a small craft of 58 tons and limited capacity, called the "*William M. Flanders*," and was moored at Central Wharf, foot of State Street.

The most modern of our fireboats is the "*Matthew J. Boyle*," Engine 44, which was placed in commission March 1, 1932. This is a vessel of 338 tons, with a pumping capacity of over 12,000 g. p. m., fitted with modern devices for the protection of human life and property. A complete diving outfit, for underwater work, is carried aboard.

THE FIRE ALARM DIVISION*

The Fire Alarm Division provides the Signal and Communication System for coordinating the work of the Fire Department by means of an operating staff and a maintenance crew.

The first electric telegraph fire alarm system in the world was in Boston, and the first alarm was transmitted on April 28, 1852. Since that date through December 31, 1943, there has been transmitted a total of 180,187 box alarms. The two-way radio system between the fireboats and Headquarters was first installed in 1924, being the first such system to have its own wave length for fire fighting purposes.

BOXES AND CIRCUITS

Out of Fire Alarm Headquarters there are 145 circuits, consisting of 94 box circuits; 20 tapper circuits; 16 gong circuits; 3 circuits to private alarm companies; 1 high pressure pumping circuit; 2 special circuits in the high pressure area; 1 City Hospital circuit and 6 mutual aid circuits.

There are 1,800 fire alarm boxes in the city with about 20 boxes connected in series in each circuit. When a box is pulled, its special coded break-wheel opens and closes the circuit in accordance with the box number. This signal is received at the Fire Alarm Office by audible and visual signal indicators and at the same time the alarm is recorded on a register with the time automatically stamped on the register paper. In turn the alarm is transmitted by the Fire Alarm Office, three rounds over the tapper circuits and two rounds over the gong circuits.

There are a number of different types of fire alarm boxes in use. In general, they can be divided into two classes: (1) Sector or "Bull Dog" type, and (2) Succession type. When a Sector box is pulled, a spring is wound which causes the box to transmit four rounds of its signal. If two or more Sector boxes on the same circuit are pulled at about the same time, each box transmits its number, so that there may be a distorted and unreliable signal received at Headquarters. In this case it will be necessary for the Fire Alarm Operators to carefully but quickly analyze the signals to determine which boxes have been pulled.

This interference between boxes on the same circuit is eliminated by the use of a Succession Type of fire alarm box. A Succession box will wait until the first box has completed its operation; then it will proceed to transmit its signal. There are over 300 Sector boxes in use in Boston and they are distributed over all the circuits to avoid possible interference. A Sector fire alarm box requires no winding, but the various types of Succession boxes must be wound by the man reporting at the box.

There are approximately 330 fire alarm boxes in operation which are auxilialized and therefore can be tripped from one or more auxiliary stations other than the master box itself. For these installations not only must the fire alarm box be wound but the auxiliary system must be reset and the Fire Alarm Office notified.

TELEPHONE ALARMS

When a person calls the Fire Department over the telephone to report a fire, the call goes to Fire Alarm Headquarters, where full information is secured regarding location, whether in or out of the building, and the calling party's telephone number and exchange. From the file of streets, the nearest Engine Company, Ladder Company and District Chief are secured and these pieces are dispatched. If the fire is inside of the building, the nearest box is transmitted which brings full assignment of apparatus. Due to the duplication and similarity of street names, extreme care must be exercised in checking the locations.

The telephone switchboard at Fire Alarm Headquarters has thirteen in-coming trunk lines from the Kenmore Exchange and two emergency trunks from a different exchange. In alarms of fire by telephone, it is recommended that calls be given directly to the Telephone Company operator. Such

* This material is substantially as written by Superintendent A. L. O'Banion of the Fire Alarm Division.

calls are then relayed to Fire Alarm on one of the special emergency trunks with a red signal light, and therefore the call receives preference.

It is generally recognized, however, that a fire alarm box should always be used in preference to the telephone, since it has a location known accurately by the Fire Department, and by experience it has been found to be more dependable in many ways.

OPERATORS

The Fire Alarm operating force consists principally of the following employees:

- 1 Chief Operator
- 3 Principal Operators
- 13 Operators
- 2 Assistant Operators
- 1 Radio Operator

RADIO

The Boston Fire Department operates its own Frequency Modulation radio system, licensed under the call letters of WEY, with a 250-watt transmitter operating at 37,740 K. C. All alarms transmitted over the tappers are automatically transmitted over the radio, also. A special phonograph recording process registers all voice messages conveyed by our radio system, one record disc being sufficient for an average twenty-four hour period.

HOW YOU CAN COOPERATE

In the interests of securing the most effective coordination with, and understanding of, the Fire Alarm Division operations and procedures, the following suggestions are given:

(1) Every man in the Fire Department should visit Fire Alarm Headquarters in order to acquaint himself with the operation of the Fire Alarm System and become familiar with the different types of fire alarm boxes.

(2) When notifying the Fire Alarm Office that apparatus is responding to a fire, information should be given, if possible, *as to whether the fire is inside the building.*

(3) When reporting apparatus back in quarters from a fire, it will save time if the man states the alarm to which the apparatus responded without waiting for the Fire Alarm Office to inquire.

(4) When special signals are transmitted over the tapper circuits, companies should refrain from calling the Fire Alarm Office to inquire what the signal designates and the reason for transmitting the signal.

(5) The men on patrol in the various companies should report promptly when Chief Officers enter and leave quarters. This will enable the Fire Alarm Office to know where they can contact the various Chief Officers at all times.

USE OF THE RADIO

In calling Fire Alarm Headquarters over the radio, operators in mobile units will use the following procedure:

- | | |
|--------------------|---------------------------------|
| FOR A TEST: | "Car A — calling for test." |
| FIRE ALARM OFFICE: | "O. K. Car A. WEY. Time." |
| FOR A MESSAGE: | "Car A — calling Headquarters." |
| FIRE ALARM OFFICE: | "Answering Car A. Go ahead." |

The car will then proceed to give the message to Fire Alarm Headquarters. *Do not give any message until the call is acknowledged by the Fire Alarm Office.* At the end of transmitting, the Fire Alarm Office will announce the Station call letters and the time.

In talking with Fire Alarm Headquarters over the radio it is not necessary to shout. Speak in normal tone of voice—slowly and distinctly.

When calling Headquarters the microphone button must be held for about two seconds before giving any message.

The button must be released in order for the car to receive a message.

Be sure to acknowledge the receipt of a message directed to you by answering "Message received," or by repeating the message itself so that Headquarters will know you have received it.

FIRE ALARM MAINTENANCE DIVISION

In connection with the efficiency and operation of the Fire Alarm System a special maintenance crew is on duty twenty-four hours a day at the Fire Alarm Shop, 11 Wareham Street, in the South End.

Here cable splicers, linemen, electricians and laborers do emergency repair work when fire alarm boxes are knocked down. They install new fire alarm cable or make repairs in old.

At fires the emergency lighting plant is operated by this branch, and frequently in the case of electrical service interruptions at hospitals, institutions, places of assembly, public buildings, etc., the Fire Alarm Division has furnished emergency service and repairs in conjunction with the Edison Company in locations serviced by them, and independently in some locations where private power plants are in existence.

The setting up of fire alarm boxes and box circuits, the maintenance of electric wiring in departmental quarters, and miscellaneous other work of similar character requires the maintenance of an organization consisting of:

5 Cable Splicers	3 Laborers
4 Linemen	4 Repairer-Linemen
4 Linemen-Cable Splicers	2 Machinists
5 Inside Wiremen	

THE ELECTRICAL INSPECTION DIVISION *

The Electrical Inspection Division is the product of the original Wire Department which was created under Chapter 454, Acts of 1894, for the purpose of removing poles, wires and all overhead construction from the streets of Boston and the placing of wires carrying current for electric lighting, heating and power purposes underground.

In 1898, Chapter 268 was enacted to facilitate the inspection of wires in buildings in the City of Boston, requiring that every corporation or person proposing to place wires designed to carry a current of electricity within a building give notice thereof to the Commissioner of Wires before commencing the work, and forbidding the turning on of current to wires to be used for electric lighting, heating or power purposes until permission to do so had been given by the said commissioner.

These acts were followed by further acts and amendments, until in 1919, with the approval of the Mayor and the City Council, the importance of the functions of the Wire Department was recognized as a valuable integrant of the Fire Department in the matter of fire and life hazards, and Chapter 2 of the Ordinances of 1919 was passed consolidating the Wire Department with the Fire Department, making it a part of the Fire Department, to be known as the "Wire Division of the Fire Department."

On May 2, 1944, the name "Wire Division" was changed to "Electrical Inspection Division." (The duties, etc., remained unchanged.)

The functions of the Division are numerous, and are defined in the City of Boston Electrical Code, issued by the Fire Commissioner, viz.:—

"To inspect all overhead and underground wiring installations and all installations for electric light, heat and power purposes within buildings.

* As described by Superintendent Bernard Whelan, Electrical Inspection Division.

"To issue permits to perform the work by licensed electricians, and permits to turn the current on to the same.

"To lay out and recommend to the Fire Commissioner for prescription according to law the underground districts calling for the removal of poles and wires (overhead) from four miles of streets each year, and the placing of wires underground, receiving and passing upon blueprints for all underground construction, and preparing grants for the same to be issued by the Commissioner.

"Inspection of old installations to make them safe.

"The investigation of all fires and accidents reported by the various chiefs and district chiefs and others as due to electrical origin and reporting upon the same."

COOPERATION OF FIRE DEPARTMENT INSPECTORS

Notice should be given to the Electrical Inspection Division through the Fire Prevention Division when conditions are observed such as the following:

- Overloaded mains or branch circuits.
- Ungrounded electrical appliances.
- Improper fusing.
- Deteriorated insulation.
- Electrolysis.
- Inaccessible service switch locations.
- Dismantled wiring.
- Wires bare of insulation.
- Overheated switches.
- Cords fastened with staples.
- Spliced cords.
- Unsoldered and poorly made connections.
- Wet or damp conditions affecting wiring.
- Unbushed sockets on drop cords.
- Corrosion at terminal connections.
- Drop cords in store windows.
- Fixtures not properly supported.
- Ground connection at water service entrance left off after conditions have been remedied by a plumber subsequent to a freeze-up.
- Frayed cords on irons or other appliances.
- Makeshift replacing of fuses, such as pennies, tinfoil, etc., and the use of sub-standard material.

PERSONNEL

Twenty-three inspectors of interior wiring, three inspectors of exterior wiring, a chief inspector, chief clerk and eight clerks, cashiers and stenographers complete the staff in the Electrical Inspection Division.

The Superintendent of the Division is Bernard B. Whelan, with offices at 60 Bristol Street, fourth floor.

FUNCTIONS OF THE FIRE PREVENTION DIVISION *

AUTHORITY

Because the authority of the Fire Department in matters of fire prevention, inspections, and issuance of orders for abatement is principally derived from Chapter 148, General Laws, the Division maintains close touch with the Fire Marshal's office. New regulations or changes therein are made available to the Department by the Fire Prevention Division.

Under the law and by the rules of the Department, the Division is an enforcing unit. It works in close cooperation with the fire fighting force. Whatever special information it may have is always available to members of the Department. It is only by such cooperation that either the division or the company inspectors can function properly.

COMPLAINTS and INQUIRIES from citizens are frequently received at the Division by telephone, in writing, and in person. These inquiries are usually in regard to the existing rules and regulations controlling fire hazards or any authentic compilation of good practice in relation to various fire hazards, dangerous materials, and the keeping, storage and use of flammable fluids and gases.

In the case of complaints, the matters are submitted to the various fire districts for a report, and, on receipt of the report from the districts, necessary action is taken by issuing a Fire Commissioner's Order to correct conditions; or the complaint is submitted to some other authority who may have the power to effect corrections, such as the Building Department, etc. Fire Department authority for action is generally found in the provisions of Chapter 148 of the General Laws.

INSPECTION FORCE

The inspection force of the Division makes various inspections to ascertain if fire hazards exist or fire prevention laws are being violated. A portion of the force, assigned to investigate suspicious fires, is known as the "Arson Squad." This squad also investigates the cause of fires when there are multiple alarms, an explosion, or where a death occurs. It also investigates reported gasoline fumes escaping. The inspectors of the Fire Prevention Division may be dispersed in various districts or mobilized as a group for a drive in a particular section, as circumstances may require. Special details of inspectors are assigned to sprinkler inspection, water front property, and the so-called "sweat shop district." In cooperation with the U. S. Coast Guard special inspections are made as requested.

PERMITS AND LICENSE RENEWALS

Applications for permits for fuel oil, flammable fluids, or other permits which, under the law, the Fire Commissioner has a right to issue, are received at the Fire Prevention Division. These applications are submitted to the Fire Chiefs of the various districts for approval or disapproval. If approved, a permit is issued. If not approved, the applicant is so notified by the Division. Blasting permits are issued directly by the Fire Commissioner through the Fire Prevention Division when the bond required by law for such a permit is filed. The District Chief is then notified of such issuance. Licenses granted by the Street Commissioners for garages and storage of flammable fluids are required by law to be renewed annually with the Fire Commissioner, and such renewals are issued when the annual renewal fee is paid at the Division, and the renewals approved by the District Chief.

Records are kept of all permits issued and license renewals effected, and of all complaints and reports of fire menaces, and action taken on such reports.

* As described by Deputy Chief Edward Montgomery, Fire Prevention Division.

BOSTON WATER SUPPLY *

Jurisdiction

The Supply Works for the Boston Water System, including storage and distributing reservoir conduits, pumping stations and supply mains to the city limits, are under the jurisdiction of the Metropolitan District Commission. These works supply also, in whole or in part, seventeen other cities and towns in the vicinity of Boston.

Administration

The Water Works were under the control of and built by Boston, from 1848 to 1895, and by the Metropolitan District Commission since that time. Distribution of the water, including all of the distribution mains and most of the supply mains within the city limits, is under the control of the Public Works Department of the City of Boston.

Sources of Water

The water supply at present is from four water sheds, namely, Swift river, Ware river, Wachusett and Sudbury, each delivering water through a masonry aqueduct. Distribution of the water is through cast-iron or steel supply mains fed by gravity or pumping.

SUDBURY WATER SHED has an area of 75.2 square miles and is located in the vicinity of the towns of Sudbury, Framingham and Hopkinton.

WACHUSETT WATER SHED has an area of 108.84 square miles and is located in the vicinity of the town of Clinton.

SWIFT RIVER WATER SHED has an area of 186 square miles and is located in the vicinity of the town of Ware.

WARE RIVER WATER SHED has an area of 98 square miles and is located in the vicinity of the town of Coldbrook.

Volume of Water

The storage of water in the reservoirs that supply the City of Boston amounts to 496,000,000,000 gallons.

The total consumption of the Metropolitan Water District is 158,000,000 gallons per day, while the total consumption in the City of Boston is in the neighborhood of 106,000,000 gallons per day, or about 137 gallons per capita.

Local Distribution

The water supply for the City of Boston is obtained from three sources, namely, Low Service, with pressure varying from 40 to 60 pounds per square inch; High Service, with pressure varying from 60 to 95 pounds per square inch; and Extra High Service, with pressure varying from 70 to 125 pounds per square inch.

Low Service pressures are maintained by gravity from aqueducts and reservoirs.

High Service pressures are maintained by pumping from Low Service Reservoirs with equalizing reservoirs connected to same, and extra High Service pressures are maintained by pumping of water from High Service mains with equalizing reservoirs attached.

In addition, the business or high value district has what is known as a "High Pressure Service" for fire purposes only, and pressures on this service, by use of pumps, may be raised to 300 pounds per square inch.

Pipes in the Boston District are mainly of cast iron with lead or copper services attached for domestic purposes. There are approximately 1,000 miles of pipe lines in the distribution system, and connected thereto are over 10,000 hydrants.

* As described by Daniel M. Sullivan, Division Engineer, Water Division, Public Works Department.

SECTION IV

BRIEF HISTORY OF FIRE DEPARTMENT

REMINDER

As a uniformed member of the city service you will be called upon by the public to answer questions of varying descriptions. At all times you should be courteous and make every possible effort to oblige the person who asks you for help or assistance.

You should make a special study of fire hazards so that in your regular daily routine you will observe as you go to or from work certain conditions which should be reported to your superior officers or to the Fire Prevention Division. Likewise, you should be equipped to answer questions concerning fire hazards when such questions are directed to you by citizens.

You should know the points of historical interest in the City of Boston because strangers may address questions to you concerning them. Particularly you should become acquainted with the story of historical monuments in the vicinity of the fire district to which you are assigned.

The following are some things which may be of interest and which may provide information to persons who may be called upon to take part in discussions concerning the city service or the Fire Department: —

BRIEF HISTORY

The motto of our city as contained on the City Seal is "Sicut Patribus, Sit Deus Nobis," which means, "As with our Fathers, so God be with us." This slogan comes from the words of Ralph Waldo Emerson, who in speaking of the City of Boston said, "Let her stand fast by herself. She has grown great. She is filled with strangers, but she can only prosper by adhering to her faith. Let every child that is born of her and every child of her adoption see to it to keep the name of Boston as clean as the sun; and in distant ages her motto shall be the prayer of millions on all the hills that gird the town, 'As with our Fathers, so God be with us.' Sicut Patribus, Sit Deus Nobis!"

For 192 years after its foundation Boston remained under the town form of government. Boston grew from a straggling village to a thriving seaport of about 45,000 inhabitants in this period of time, most people of that day living on the water front or in the area between Beacon Hill and the Harbor. Several efforts were made to change the town to a city and in 1784, 1792, 1804 and 1815 plans for incorporation were submitted to the voters but were rejected.

Finally, on January 7, 1822, by a vote of 2,805 against 2,006, Boston became the first city in the Commonwealth as well as the largest, remaining as the only city in Massachusetts until the incorporation of Salem in 1835.

Under the town form of government there were 30 firewards listed as city officials, along with the School Committee, Overseers of the Poor, etc. Subsequent improvements in the city government took place by the charters of 1854, 1885, 1909. Under the new charter of 1822, firewards were elected by the voters, three from each ward, and thus the firewards constituted a board of 36 men without any head. Volunteer fire companies existed, the members of which were exempt from militia and jury duty. The equipment consisted of hand engines, hose, ladders, buckets, etc., all of which were furnished by the city. The companies were controlled by the Board of Firewards, which not only had power to order citizens to assist in extinguishing fires, but also to regulate the construction of buildings and the storing of powder. The efficiency of the fire companies chiefly depended upon the aid of the inhabitants applied under the authority of the firewards. They formed lanes of by-standers who by their direction passed buckets of water from pumps or wells in the vicinity to the engines playing on the fire, and returned them for further supply. Buildings, although mostly of wood, were widely separated by gardens or yards, so that great conflagrations were uncommon.

Mayor Quincy, the second Mayor of Boston, attempted to better the system of fire protection. Members of the old volunteer organizations resented any proposed change, but a fire occurred in 1825 which in the course of a few hours destroyed 53 houses and stores and caused a loss of half a million dollars. After this fire a law was passed abolishing the old Board of Firewards and transferring its power to a Chief Engineer and his assistants, all of whom were to be appointed by the Mayor and the Aldermen. The act permitting the Mayor to establish a new fire department, when submitted to the voters, was approved by a majority of only 183 votes.

The first Chief Engineer of the Boston Fire Department was Samuel D. Harris, who served without salary. The men still remained as unpaid volunteer bodies, and he believed that they would be more willing to trust an unpaid leader. In 1837 the Broad Street Riot took place, in which various fire companies were involved, and as a result of this situation Mayor Eliot believed that better discipline and obedience could be maintained in the department by use of a small force of paid firemen. Accordingly, in due course of time the city made an allowance by way of compensation for \$150 a year for Assistant Engineers and \$65 a year for privates, the Chief Engineer receiving a salary of \$1,000 per year. These positions were part-time jobs.

In 1845 the pay of the privates was raised to \$80 per year and in 1851 it was increased to \$100 a year. (Note: This is less than 100 years ago.)

A new water system was installed in the City of Boston, and under an invention by William F. Channing, a citizen of Boston, a new system of telegraph fire alarms came into being.

The first steam fire engine was introduced in 1855 and, although not at first regarded as practical, several years later the records show that there were purchased two additional steam engines in 1858 and four more in 1859.

Expenditures for fire protection increased somewhat in the first years of the Civil War on account of the larger pay given to the regular force and to the construction of engine houses during that period. Following the Great Boston Fire on November 9, 1872, expenses of the Fire Department increased from \$491,394 in 1871 to \$812,205 in 1873.

After the Boston Fire, strong criticism was directed against the Chief of the Fire Department (Chief Damrell), but it deserves to be recorded that his work during the fire was approved by the Chief Engineers of eastern Massachusetts at a meeting called to review the conduct of the Fire Department.

Within a few months several other fires occurred, however, including one which on Memorial Day, 1873, burned over two acres of land and destroyed property to the value of \$1,000,000, including many important buildings.

Thereupon, an ordinance was passed which gave the Mayor power to appoint three paid Fire Commissioners at the approval of the City Council, the Commissioners to hold office for three years. The new Commissioners completed their work of reorganization of the Fire Department by 1874. For some unexplained reason it appears in 1877 there occurred not only a decrease in the number of fire fighters in the department but also a reduction in their salary.

In the year 1880 a pension system for disabled and infirm firemen saw its beginning, and provision was made for annuities to the families of firemen who were killed while performing their duty. The amount allowed as pensions was one half the salary to a man who became incapacitated while fighting fire and not more than one third of the salary to one who had become disabled for other reasons. Members of the call force were eligible for pensions provided they had served fifteen consecutive years.

In 1887 the department numbered 690 men, of whom 300 were call men. In 1908 the number rose to 1,000, in 1921 to 1,170, in 1943 to 1,343 in the fire fighting force.

The control of the Fire Department remained in the hands of three Commissioners until 1895, when a single Commissioner was substituted by legislation for the three man board. There had been a good deal of legislative interference with the Fire Department on one pretext or another, and the appointment of a single Commissioner did much to reduce it and to promote efficiency.

On December 8, 1905, firemen were granted one day off in every five; on February 1, 1918, one day off in every three; and the two-platoon system was placed in operation February 1, 1924.

The Fire Department was completely motorized October 18, 1923.

Salary Schedule (Maximum) for Privates

1920	\$1,800.00 per annum
1925	2,000.00 per annum
1928	2,100.00 per annum
1943	2,300.00 per annum
1944	2,500.00 per annum

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DEPARTMENT DOCUMENTS OF SPECIAL INTEREST TO NEW EMPLOYEES

Rule Book

Fire Alarm Box Location Book — Contains location of companies, list of chief officers, special signals, etc.

Annual Report — On file at each station, including Electrical Inspection Division. (Includes summary of activities of department; appointments; promotions; resignations; retirements; department finances; analysis of fire alarms, etc.).

Fire Prevention Documents. (Local Rules and Regulations.) Available at the Fire Prevention Division.

Guide Book for New Appointees.

Guides for Inspectors. (Available at the Fire Prevention Division.)

City of Boston Electrical Code. (Electrical Inspection Division.)

PUBLICATIONS OF OTHER CITY DEPARTMENTS OR OF PRIVATE AGENCIES

Boston Protective Department Annual Report, 124 Broad Street, Boston.

Boston Retirement System, Provisions of (City Hall).

Building Code (City Hall).

Factory Mutual Record, 184 High Street, Boston.

- ✓ Fire Engineering, 24 West 40th Street, New York City.
- ✓ National Board of Fire Underwriters Bulletins, 60 John Street, New York City.
- ✓ National Fire Protection Association, News Letter, 60 Batterymarch Street, Boston.

DEPARTMENT ORGANIZATIONS

Boston Firemen's Mutual Relief Association, 60 Bristol Street, Headquarters.

- ✓ Boston Firemen's Post No. 94, The American Legion, 51 River Street, Dorchester.
- ✓ Boston Firemen's Post No. 460, Veterans of Foreign Wars, Hotel Bradford.
- Boston Firemen's Relief Fund, 294 Washington Street, Boston.
- ✓ Boston Local No. 718, International Association of Fire Fighters, 120 Boylston Street, Boston.
- Charitable Association of the Boston Fire Department, 60 Bristol Street, Fire Prevention Division.
- ✓ Officers Club, 60 Bristol Street, Boston.
- Russell Fire Club, 294 Washington Street, Boston.

OTHER FIREMEN'S ORGANIZATIONS

- Massachusetts Permanent Firemen's Benefit Association.
- ✓ Massachusetts State Firemen's Association, 294 Washington Street, Boston.

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